



Internship

UNFPA Nordic Office

UN City, Copenhagen

28 January – 25 June 2021

Who we are

UNFPA is the United Nations sexual and reproductive health agency. UNFPA is working to deliver a world where every pregnancy is wanted, every childbirth is safe, and every young person's potential is fulfilled. The UNFPA Nordic Office serves to liaise with key external partners including governments, parliaments, NGOs and media in the Nordic countries covered by the office.

Duties

Analysis / Communication / Media related assignments:

- Political analysis; updating donor profiles of countries covered by UNFPA Nordic Office with emphasis on ODA policies and the UNFPA mandate
- Media monitoring in all the countries covered by the Nordic Office
- Preparing electronic newsletters to partners in the Nordic countries as well as internally in UNFPA
- Translation and drafting of articles, op-eds and other journalistic work
- Contribute with content to the UNFPA Nordic Office social media accounts (Twitter, Instagram and Facebook)
- Undertake presentations for groups of students and visitors to UN City
- Update contact database of key partners in the Nordic countries

General:

- Assist in the planning of high-level visits / travels to the Nordic region
- Assist in organizing logistics and communication in relation to events, launches and seminars
- Assist in other related duties as required, including administrative tasks and joint activities with the UN agencies in Copenhagen

Educational Qualifications

- Applicants within the following fields of study will be preferred: Political Science, International Relations, Development Studies, Global Health, Communications, or related field
- At the time of application, the applicant should be enrolled in a Master's programme or in the final year of a Bachelor's programme; have recently graduated with a university degree and, if selected, start the internship within one year of graduation; or be enrolled in a postgraduate professional traineeship programme and undertake the internship as part of this programme



Other Qualifications

- Demonstrated interest and experience in development and gender issues, particularly sexual and reproductive health and rights (SRHR)
- Fluency in a Nordic language and fluency in English is mandatory, knowledge of an additional Nordic language is an asset
- Good knowledge of Microsoft Office software package
- Knowledge of InDesign, photoediting and/or video editing is an asset
- Experience with public information work, events, campaigns and outreach
- Ability to work independently as well as in teams

Remuneration

The intern will not receive a salary, but could be eligible for a stipend to help cover basic daily expenses related to the internship. UNFPA Nordic Office will need to see documentation of insurance coverage prior to the commencement of the internship.

Application

Please send your CV along with a cover letter of **max 1 page** in **one** pdf-file (named firstname_lastname) by email to nordic.office@unfpa.org, no later than **11 October**. Write “Internship Application Spring 2021” in the email subject line.

Please note that the internship is subject to possible COVID-19 restrictions.

More information on UNFPA

- [UNFPA Strategic Plan 2018-2021](#)
- [State of World Population Report 2020](#)
- [Annual Report 2019](#)
- www.unfpa.org